

Employee Post-Travel Disclosure of Travel Expenses

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Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The original *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☐ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): The International Campaign for Tibet

Travel date(s): September 28 to October 3, 2019

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$2655.86	\$448.70	\$55.00	\$0
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Meeting with His Holiness the Dalai Lama, Representatives of HH Bureau in Dehli, members of ICT, representatives from the government of Tibet in exile (parliament and executive), Tibetan Children's village, Buddhist religious history institutions. community institutions

11/1/19
(Date)

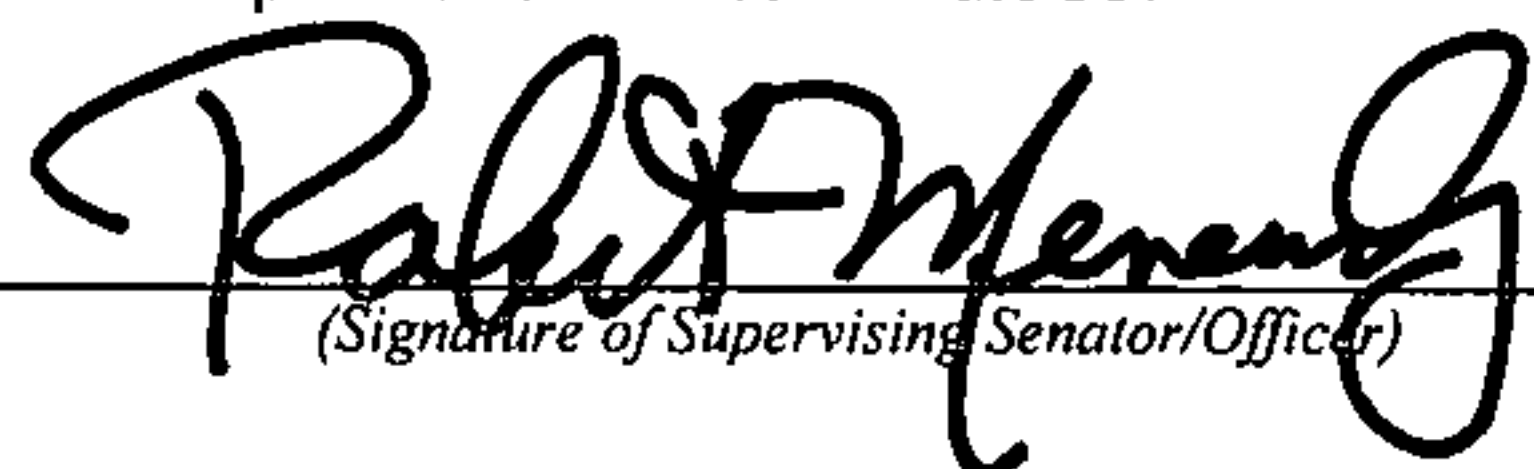
Sarah Arkin
(Printed name of traveler)


(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/1/19
(Date)


(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

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Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Sarah Arkin

Employing Office/Committee: Senate Foreign Relations Committee

Private Sponsor(s) (list all): International Campaign for Tibet

Travel date(s): September 28 - October 3, 2019

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Dharamsala and new Delhi, India.

Explain how this trip is specifically connected to the traveler's official or representational duties:

Senator Menendez and SFRC have a longstanding relationship with the Tibetan community and the Dalai Lama. Similarly, protecting and advocating for religious freedom, particularly in the face of state-sponsored oppression remain topline priorities in U.S. foreign policy. As Deputy Staff Director of the committee, my responsibilities include policy oversight and direction for all of the Senator's priorities. First hand/on the ground understanding of these priorities is critical for successful policy. This trip will provide insight into the Tibetan community and broader context of power dynamics between India, China, and other regional players.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

9/29/19
(Date)


(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Robert Menendez hereby authorize Sarah Arkin
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

9/20/19
(Date)


(Signature of Supervising Senator/Officer)



Dear Sarah,

As you know, we have done similar staffer delegations in previous years and we would be honored if you could consider joining this time. We are hoping to put together a small delegation of of 3-4 staffers interested in foreign policy to deepen their knowledge of Tibetan culture and of their struggle to maintain it, which the US Congress has been supporting for three decades. I can assure you it is a wonderful trip and experience.

Looking forward to hearing from you and please do not hesitate to get in touch if you have any questions.

Best regards,

Ar. Peen

Matteo Mecacci
President

[illegible]



**INTERNATIONAL
CAMPAIGN
FOR TIBET**

Senate Staff Delegation visit to Dharamshala, India

September 28 – October 4, 2019

Itinerary

September 28 (Saturday)

6:30 pm Depart Washington Reagan National Airport by **UA-4969** to Newark and by **UA-82** to New Delhi.

Sunday, September 29 (Sunday)

9:30 pm Arrive **Indira Gandhi International Airport, New Delhi.**
Transfer to Hyatt Regency Hotel, Bhikaiji Cama Place, New Delhi
and rest overnight

September 30 (Monday)

8:00 am Briefing breakfast with ICT president, Mr. Matteo Mecacci
Overview of schedule, programs and meetings in Dharamshala.

8:30 am Depart hotel for **Bureau of His Holiness the Dalai Lama**, Lajpat Nagar, Delhi

9:00 am Meeting with Mr. Tempa Tsering, and Mr. Ngodup Dongchung
Mr. Tempa Tsering is India and East Asia Director, Office of His Holiness the Dalai Lama and ICT Board Member. Mr Ngodup Dongchung is the Representative of His Holiness the Dalai Lama in New Delhi. The meeting discussion will focus on an overview of the Tibetan exile administration and the efforts over 60 years under the leadership of His Holiness to maintain their identity, culture and religion while living in exile from their homeland.

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The International Campaign is an organization supported by a worldwide community of dedicated members who care about Tibet and support the ICT's ongoing programs. Every year, ICT invites a small group of members (upto 15) to visit Dharamshala during one of His Holiness the Dalai Lama's public teachings. This trip happens to coincide with the staff trip. We will learn about their experiences and what issues bring them to care about Tibet.

October 1 (Tuesday)

7:15 am **Briefing breakfast with ICT president, Mr. Matteo Mecacci**
Overview of schedule, programs and meetings in Dharamshala.

8:00 am **Audience with His Holiness the Dalai Lama**
His Holiness the Dalai Lama is the spiritual leader of the Tibetan people. He was forced to flee into exile in 1959. He is one of the world's foremost exponents of non-violence and was awarded the Nobel Peace prize in 1989. The Dalai Lama has developed his Middle Way initiative to resolve the Tibetan issue in consideration of the interest of both the Tibetans and the Chinese people. Facing the threat of religious and cultural extinction and believing in resolving conflicts through serious dialogue and not confrontation, the Dalai Lama has since many decades relinquished the goal of independence of Tibet in favor of genuine autonomy – a proposal that is consistent with the Chinese Constitution. This approach also takes into consideration the People's Republic of China's security and stability concerns. The group is scheduled to have a brief audience with His Holiness and may have opportunity to discuss the Tibetan issue and His Holiness's middle way approach.

9:15 am Depart for CTA

9:30 am **Meeting with Dr. Lobsang Sangay, President (Sikyong), Central Tibetan Administration (CTA)** Established in April 1959, the CTA is the continuation of the government of Tibet in exile and the true representative of the Tibetan people. The Sikyong or President of the CTA is elected by the Tibetans in exile and heads the Kashag, the highest executive office of the CTA which runs and fulfills all its executive and administrative responsibilities. The Sikyong will discuss the CTA's various projects, and how his administration is working towards finding a solution for the future of Tibet in light of the current challenges including political, environmental, cultural, economic challenges.

10:30 am **Meeting with Speaker and Deputy Speaker of Tibetan Parliament in Exile.** Instituted in 1960, the Tibetan Parliament-in-Exile is the highest legislative organ of the Tibetan refugee community. The Tibetan Parliament-in-Exile is headed by a Speaker and a Deputy Speaker, who are elected by the members amongst themselves. The Speaker and Deputy Speaker will update on the work of the Tibetan Parliament and Tibetan people's efforts to transition to a

11:30 am **Briefing with Tibet Policy Institute (TPI) and Tibetan Center for Democracy and Human Rights (TCHRD).** The TPI serves as a think tank and intellectual hub for the CTA, gathering scholars and experts on topics related to Tibet. The TCHRD is a non-governmental human rights organization that monitors, researches and produces information on human rights situation in Tibet. We will hear from some of the scholars about their research and analysis. We will also hear from Ms. Tsering Tsomo, Executive Director, TCHRD, who will give an overview of the current human rights situation in Tibet. This session will enable the delegation to see how Tibetan researchers and human rights advocates are undertaking their work in exile.

1:30 pm **Visit Library of Tibetan Works and Archives (LTWA)**
The LTWA serves as a national library, museum, and archive for the Tibetan community and is also a repository for significant collections of artifacts, manuscripts and other records, while also serving as a center for language and cultural education. Tibetan refugees have carried hundreds of ancient Tibetan manuscripts into India, often guarding them with their lives. Many of these precious texts are preserved in this Institute and today, it is internationally recognized as a pre-eminent education center, and houses numerous manuscripts and artifacts in its museum. We will meet Ven. Geshe Lhakdor, Director of the Museum to gain an understanding of the Institute and Tibetans efforts to restore, protect, and preserve their culture in exile from their homeland.

3:00 pm Visit the Reception Center and Transit school
This is where all recent arrivals from Tibet are received and provided immediate assistance for basic needs. Young adult Tibetans coming from Tibet are receive education at the Transit school while they adjust to life as a refugee in India. We will meet with students and staff at the reception center and transit school to hear of their work and experiences.

4:30 pm Visit to Norbulingka Institute

6:00 pm Return to Mcloed Ganj

Dinner with guests from Central Tibetan Administration

October 2 (Wednesday)

9:00 am Briefing breakfast with ICT president, Mr. Matteo Mecacci

Overview of schedule, programs and meetings in Dharamshala.

9:30 am Depart hotel

10:00 am Visit and Tour of Tibetan Children's Village School (TCV)

The Tibetan Children's Village was established in early 1960 to give much needed care and education to the many children who had been orphaned or separated from their families while arriving as refugees in India. TCV today has several thousand children under its care and the school model has received numerous awards and praise for its work with Tibetan children. The group will visit the school, classrooms, observe how Tibetan language, culture are taught alongside a modern education. Meet Mr. Thupten Dorjee, President of the Tibetan Children's Village School and learn about their efforts to educate and raise children in the diaspora while keeping their language, identity and connections to the homeland.

1:45 pm Depart for Mcloed Gani

3:15 pm Meeting with Tibetan NGOs
We will meet with leaders from Tibetan Youth Congress (TYC), the National Democratic Party (NDP) and Tibetan Women's Association (TWA). The TYC, established in 1970, is a non-governmental organization of Tibetans that advocates for independence of Tibet. The National Democratic Party, is a membership based political party founded by the TYC in in 1994, and operates as the only Tibetan national political party with its mission statement, manifesto and elected leadership. The third organization, TWA was formally established in 1984, and works to promote Tibetan women's empowerment and raise global awareness of the critical situation in Tibet. They will discuss their work and engagement within the Tibetan diaspora communities.

4:30 pm Depart for Tsug-lag-khang

Visit the Tsug-lag-khang, Namgyal Monastery

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Dinner and overview of the day's program

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Briefing breakfast with ICT president, Mr. Matteo Mecacci

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Depart Hotel for Tsugla-khang

Attend His Holiness the Dalai Lama Public Teaching

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11:00 am

12:30 pm Lunch and Check out of Hotel

2:00 pm Depart hotel for Dharamshala airport

4:10 pm Depart Dharamshala (DHM) for Delhi (DEL)
by Spice Jet flight (SG – 2194) *Duration: 1hr 25 min*

5:35 pm Arrive Delhi airport and transfer to hotel

6:00 pm Check in to Hyatt Andaz Hotel, Aerocity, New Delhi

9:00 pm Depart for IAG Airport

11:35 pm Depart Indira Gandhi International Airport, New Delhi by **UA-83** to Newark and by **UA-5011** to Washington Reagan National Airport.

October 4 (Friday)

9:59 am Arrive Washington Reagan National Airport (DCA)